



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

**AGENDA
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, JUNE 23, 2010
12:00 NOON
HOUSING AUTHORITY
12131 TELEGRAPH RD.
SANTA FE SPRINGS, CA 90670
(562) 347-4663**

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1. Call to Order

2. Roll Call

Adriana Martinez, Chair
Alberta Parrish, Vice Chair
Henry Porter, Jr.
Severyn Aszkenazy
Zella Knight
Mary Lou Leggett

3. Reading and Approval of the Minutes of the Previous Meeting

Regular Meeting of May 26, 2010

4. Report of the Executive Director

5. Public Comments

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

6. Staff Presentations

HAR Scholarship Award Presentation – John Hurtado



Regular Agenda

7. **Approve Construction Contract With C T Georgiou Painting Co For The Carmelitos Exterior Painting Project (District 4)**

Recommend that the Board of Commissioners approve a Contract for exterior painting located at the Carmelitos housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment; award and authorize the Executive Director to execute and if necessary terminate a Contract in the amount of \$375,100 with C T Georgiou Painting Co., to complete exterior painting and other associated work at the Carmelitos housing development in Long Beach, following approval as to form by County Counsel, using a total of \$375,100 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget; Authorize the Executive Director to approve Contract change orders not to exceed \$75,020 for unforeseen project costs, using the same source of funds. (APPROVE)

8. **Concurrence to Approve a Contract with Rincon Consultants, Inc. for Environmental Consulting Services for Housing Authority Projects (All Districts)**

Concur with the Board of Commissioners' action to approve and authorize the Executive Director to execute and, if necessary, terminate a one-year Contract with Rincon Consultants, Inc. (Rincon) to provide environmental services for the implementation of Countywide housing development projects, using up to \$500,000 included in the Housing Authority's approved Fiscal Year 2010-2011 budget. Authorize the Executive Director to execute two one-year extensions to the Contract, at the same annual amount of up to \$500,000, contingent upon continued Housing Authority funding and satisfactory performance, effective following approval as to form by County Counsel. Authorize the Executive Director to increase the compensation amount by up to \$50,000 each year for unforeseen costs, using the same source of funds; and authorize the Executive Director to make administrative changes to the Contract as necessary to meet the requirements of Housing Authority programs and to execute any necessary further amendments to the Contract to revise the scope of services, following approval as to form by County Counsel and execution by all parties. (CONCUR)

9. **Approve Construction Contract with A J Fistes Corporation for the Harbor Hills Housing Development Exterior Painting Project (District 4)**

Recommend that the Board of Commissioners approve a Contract for exterior painting at the Harbor Hills housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment; award and authorize the Executive Director to

execute and if necessary terminate a Contract in the amount of \$178,651 with A J Fistes Corporation, to complete exterior painting and other associated work at the Harbor Hills housing development, following approval as to form by County Counsel, using a total of \$178,651 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget; authorize the Executive Director to approve Contract change orders not to exceed \$35,730 for unforeseen project costs, using the same source of funds (APPROVE)

10. Approve the Master Services Agreement Between the County and the Housing Authority for Special Services (All Districts)

Recommend that the Board of Commissioners approve and authorize the Executive Director to execute the revised Agreement between the County and the Housing Authority. (APPROVE)

11. Adopt a Resolution Accepting the Voluntary Transfer of Housing Choice Vouchers from the Housing Authority of the City of Lakewood to the Housing Authority of the County of Los Angeles (All Districts)

Recommend that the Board of Commissioners adopt and instruct the Chair to sign a resolution indicating agreement to the proposed voluntary transfer of Section 8 Housing Choice Vouchers and corresponding budget authority from Lakewood to HACoLA; and authorize the Executive Director to submit the resolution and all related documents to the U.S. Department of Housing and Urban Development (HUD); Find that the transfer of Section 8 Housing Choice Vouchers is not subject to the provisions of the California Environment Quality Act (CEQA) because the action is not defined as a project under CEQA. (APPROVE)

12. Approve Construction Contract with A J Fistes Corporation for the Nueva Maravilla Exterior Painting Project (District 1)

Recommend that the Board of Commissioners find that the approval of a Contract for exterior painting located at the Nueva Maravilla housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment; award and authorize the Executive Director to execute and if necessary terminate a Contract in the amount of \$278,690 with A J Fistes Corporation, to complete exterior painting and other associated work at the Nueva Maravilla housing development, following approval as to form by County Counsel, using a total of \$278,690 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget; authorize the Executive Director to approve Contract change orders not to exceed \$55,738 for unforeseen project costs, using the same source of funds. (APPROVE)

13. **Approve a Construction Contract with M.L. Construction for Parking Lot and Sidewalk Improvements at the Nueva Maravilla Family Housing Development (District 1)**

Recommend that the Board of Commissioners find that the approval of a Contract for parking lot and sidewalk improvements at the Nueva Maravilla family housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment; award and authorize the Executive Director to execute and if necessary, terminate a Contract in the amount of \$3,551,044 to M.L. Construction to replace and modernize four existing parking lots, adjacent sidewalks and all associated work at the Nueva Maravilla family housing development, using \$3,551,044 in Capital Fund Recovery Competition (CFRC) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget for this purpose; authorize the Executive Director to approve Contract change orders not exceeding \$710,208 for unforeseen project costs, using the same source of funds and following approval as to form by County Counsel. (APPROVE)

14. **Approve Contract for Installation of Chain Link Fencing and Gates at the Ujima Village Housing Development in Unincorporated Willowbrook. (District 2)**

Recommend that the Board of Commissioners approve and authorize the Executive Director to execute, and if necessary, terminate a Contract with Lightning Fence Co. Inc. to provide and install a chain link fence on the perimeter of the Ujima Village housing development, using a total of \$103,872 in Community Development Commission (Commission) General Funds; authorize the Executive Director to approve Contract change orders not exceeding \$10,387 for unforeseen project costs, using the same source of funds; authorize the Executive Director to incorporate \$114,259 in Commission General Funds into the Housing Authority's approved Fiscal Year 2010-2011 budget; find that approval of the Contract is exempt from the California Environmental Quality Act (CEQA), as described herein, because the activities will not have the potential for causing a significant effect on the environment. (APPROVE)

15. **Approve Construction Contract With ABCO Construction And Painting Corporation for the West County Exterior Painting Project (District 3)**

Recommend that the Board of Commissioners find that the approval of a Contract for exterior painting at the Westknoll and Palm Apartments is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment; award and authorize the Executive Director to execute and if necessary terminate a Contract in the amount of \$206,164 with ABCO Construction & Painting Corporation, to

complete exterior painting and other associated work at the Westknoll and Palm Apartments, following approval as to form by County Counsel, using a total of \$206,164 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget; authorize the Executive Director to approve Contract change orders not to exceed \$41,233 for unforeseen project costs, using the same source of funds. (APPROVE)

16. Housing Commissioners Comments and Recommendations for Future Agenda Items

Housing Commissioners may provide comments or suggestions for future Agenda items.

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 2 Coral Circle in the City of Monterey Park. Access to the agenda and supporting documents is also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (323) 838-5051, or by e-mail at marisol.ramirez@lacdc.org, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
MINUTES FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, May 26, 2010

The meeting was convened at the Foothill Villa housing development located at 2423 Foothill Boulevard, La Crescenta, California.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Adriana Martinez at 12:10 p.m.

ROLL CALL	<u>Present</u>	<u>Absent</u>
Adriana Martinez, Chair	X	
Alberta Parrish, Vice Chair	X	
Severyn Aszkenazy		X
Lynn Caffrey Gabriel		X
Henry Porter	X	
Zella Knight		X
Mary Lou Leggett	X	

PARTIAL LIST OF STAFF PRESENT:

Dorian Jenkins, Assistant Executive Director, Housing Programs
Maria Badrakhan, Director, Housing Management
Darlene Aikens, Acting Director, Assisted Housing
Emilio Salas, Director, Administrative Services

GUESTS PRESENT:

No guests were in attendance

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Porter, seconded by Commissioner Parrish, with the correction that Commissioner Knight attended the NAHRO conference, not Commissioner Parrish, the Minutes of the Regular Meeting of April 28, 2010, were approved.

Agenda Item No. 4 – Report of the Executive Director

Mr. Dorian Jenkins presented the following report:

A number of housing sites are being prepared for inspections by REAC (Real Estate Assessment Center) from late June through late July. Due to the timeframes involved, staff will take several painting projects to the Board of Commissioners for approval and return the items to the Housing Commission for concurrence.

Housing vouchers for the Section 8 Program are 101% utilized and applications from the wait list have been suspended. In addition, the Housing Authority is temporarily suspending 38 vouchers that have been issued to participants. HUD does not allow the Housing Authority to end the year over leased; however, the Housing Authority expect to be able to begin issuing vouchers within the next 90-120 days.

Commissioner Martinez asked that a representative from the Foothill Villa housing development give a brief overview of the development.

- Property Manager Ludmila George reported that the development houses a diverse population of seniors and disabled residents in 62 units. The property has been managed by the Housing Authority since 1978.
- Maintenance Supervisor Richard Bosek described several improvements that have been made to the patio area and the landscaping surrounding the entire building.

Public Comments

Patricia Byrnes, Foothill Villa resident expressed her happiness at being able to reside at Foothill Villa and thanked staff for all of their work and assistance with the residents.

Regular Agenda

On Motion by Commissioner Porter, seconded by Commissioner Parrish, and unanimously carried, the following was approved by the Housing Commission:

APPROVE TRASH REMOVAL CONTRACT FOR THE MARY B. HENRY
COMMUNITY CLINIC AND 47 HOUSING AUTHORITY HOUSING
DEVELOPMENTS IN UNINCORPORATED LOS ANGELES COUNTY (ALL
DISTRICTS)
AGENDA ITEM NO.6

1. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a one-

year contract in the amount of \$318,600 to Apex Waste Systems, Inc. to provide trash removal services at 47 housing developments and the Mary B. Henry Community Clinic, using funds to be requested through the Housing Authority's Fiscal Year 2010–2011 annual budget approval process.

2. Recommend that the Board of Commissioners authorize the Executive Director to execute contract amendments to add or delete sites, modify the scope of work, and increase the compensation by up to \$31,860 for unforeseen needed trash removal services and/or any increases in the Sanitation District's Dumping Fees, using the same source of funds, following approval as to form by County Counsel.
3. Recommend that the Board of Commissioners authorize the Executive Director to execute amendments to the one-year contract, following approval as to form by County Counsel, to extend the term for a maximum of four additional years, in one-year increments, at the same annual amount of \$318,600 plus an escalation percentage equal to the Consumer Price Index (CPI) for the County of Los Angeles determined by the U.S. Bureau of Labor Statistics, but no more than 5% annually, using funds to be requested through the Housing Authority's annual budget approval process.
4. Recommend that the Board of Commissioners find that the approval of the contract is exempt from the California Environmental Quality Act (CEQA) because the services will not have the potential for causing a significant effect on the environment.

On Motion by Commissioner Martinez, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

APPROVE THE AMENDMENT TO THE SECTION 8 PROGRAM
ADMINISTRATIVE PLAN FOR THE HOUSING AUTHORITY
OF THE COUNTY OF LOS ANGELES (ALL DISTRICTS)
AGENDA ITEM NO.7

1. Recommend that the Board of Commissioners approve the amended Administrative Plan, as required by the U.S. Department of Housing and Urban Development (HUD), to update the Housing Authority's policies in the Section 8 Program Administrative Plan.
2. Recommend that the Board of Commissioners find that the amended Administrative Plan for Fiscal Year 2010-2011 is not subject to the provisions of the California Environmental Quality Act (CEQA) because it will not have the potential for causing a significant effect on the environment.

On Motion by Commissioner Porter, seconded by Commissioner Parrish, and unanimously carried, the following was approved by the Housing Commission:

**APPROVE THE AMENDMENT OF STAFF TRAINING CONTRACTS FOR THE
HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES (ALL DISTRICTS)
AGENDA ITEM NO.8**

1. Recommend that the Board of Commissioners approve and authorize the Executive Director to amend Staff Training Contracts with Nan McKay and Associates, Inc. and Quadel Consulting Corporation to increase the annual contract sum from \$50,000 to \$100,000 per contract, using \$50,000 in Capital Fund Program (CFP) Funds and \$50,000 in Housing Choice Voucher (Section 8) Program funds allocated by the U.S. Department of Housing and Urban Development (HUD).
2. Recommend that the Board of Commissioners authorize the Executive Director to execute all necessary administrative amendments to the one-year Contracts and if necessary terminate the Contracts, following approval as to form by County Counsel, to among other things extend the term of the Contracts for a maximum of four additional years, in one-year increments, at the same annual sum of \$100,000 per contract, and to increase the compensation by up to ten percent to cover any additional unforeseen needed staff training, using funds to be approved through the Housing Authority's annual budget process.
3. Recommend that the Board of Commissioners find that the approval of increases in the contract budgets is not subject to the provisions of the California Environmental Quality Act (CEQA) because the action is not defined as a project under CEQA.

On Motion by Commissioner Martinez, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:

**APPROVE THE PROCUREMENT AND CONTRACTING POLICIES AND
PROCEDURES MANUAL FOR THE COMMUNITY DEVELOPMENT
COMMISSION AND HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
(ALL DISTRICTS)
AGENDA ITEM NO.9**

1. Recommend that the Board of Commissioners approve the Procurement and Contracting Policies and Procedures Manual for the Community Development Commission and Housing Authority.
2. Recommend that the Board of Commissioners find that approval of the Procurement and Contracting Policies and Procedures Manual is

not subject to the provisions of the California Environmental Quality Act (CEQA) because the action will not have the potential for causing a significant effect on the environment.

On Motion by Commissioner Porter, seconded by Commissioner Parrish, and unanimously carried, the following was approved by the Housing Commission:

ADOPT RESOLUTION AUTHORIZING THE REFUNDING OF MULTIFAMILY
HOUSING MORTGAGE REVENUE BONDS FOR ROWLAND HEIGHTS
APARTMENTS IN UNINCORPORATED ROWLAND HEIGHTS
(ALL DISTRICTS)
AGENDA ITEM NO.10

1. Recommend that the Board of Commissioners adopt and instruct the Chair to sign a resolution authorizing the issuance, sale and delivery of Multifamily Housing Mortgage Revenue Refunding Bonds by the Housing Authority of the County of Los Angeles, as required under Section 147(f) of the Internal Revenue Code of 1986, in an aggregate amount not to exceed \$7,690,000 in tax-exempt and \$2,150,000 in taxable bonds to refund prior bonds and to finance additional rehabilitation of the Rowland Heights Apartments.

On Motion by Commissioner Porter seconded by Commissioner Leggett, and unanimously carried, the following was approved by the Housing Commission:

APPROVE CONSTRUCTION CONTRACT FOR THE CARMELITOS KITCHENS
AND BATHROOMS REHABILITATION AND SMOKE DETECTORS
REPLACEMENT PROJECT (FOURTH DISTRICT)
AGENDA ITEM NO.11

1. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a contract with Dan Contractor to complete interior rehabilitation for the Carmelitos housing development, using \$175,900 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2009-10 budget for this purpose.
2. Recommend that the Board of Commissioners authorize the Executive Director to approve contract change orders not to exceed \$35,180 for unforeseen project costs, using the same source of funds.
3. Recommend that the Board of Commissioners find that approval of the contract is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes

activities that will not have the potential for causing a significant effect on the environment.

Agenda Item No. 12 – Housing Commissioner Comments and Recommendations for Future Agenda Items

Commissioner Porter inquired about several projects included in the Contract Status Report distributed with the Housing Commission agenda package:

- Marina Manor Fencing and Gates – Maria Badrakhan reported that one tenant is not allowing the contractor to complete work in the unit. This issue is currently unresolved and the contractor is working around the unit. The resident will eventually have to comply.
- Carmelitos Playground – Geoffrey Siebens advised that the project stayed within budget and is complete.
- Orchard Arms Parking Lot –Chen Kao reported that parking lot striping plans were revised to add seven additional disabled parking spaces approved by Building and Safety. This did not result in an impact on the overall parking requirements.

Commissioner Porter asked if funding for the homeless HPRP (Homelessness Prevention and Rapid Re-Housing Program) has been resolved. Dorian Jenkins responded that staff is still in the process of resolving the issue with HUD.

Commissioner Martinez asked why the Housing Authority was not awarded funding through The Neighborhood Stabilization Program. Dorian Jenkins responded that an update will be provided at the next meeting.

Commissioner Leggett stated that she is very impressed and happy with the work that staff dedicates to the preparation of monthly Housing Commission agenda.

Commissioner Martinez stated that she was happy to see the residents in attendance and appreciates their comments.

Agenda Item No. 13 – Notice of Closed Session was cancelled

On Motion by Commissioner Porter the Regular Meeting of May 26, 2010, was adjourned at 1:18 pm.

Respectfully submitted,


SEAN ROGAN
Executive Director
Secretary –Treasurer

FOR YOUR INFORMATION

FOR YOUR INFORMATION ONLY

June 23, 2010

TO: Los Angeles County Housing Commission

FROM: Dorian Jenkins, Assistant Executive Director

SUBJECT: STATUS OF THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) OF 2009 COMMUNITY DEVELOPMENT BLOCK GRANT-RECOVERY (CDBG-R) PROGRAM

The Community Development Block Grant (CDBG) Division is closely monitoring its CDBG-R subrecipients to ensure that all funds are expended by June 30, 2012 and that all grant requirements are met by September 30, 2012. We are currently pacing at an appropriate level: as of June 14, 2010, we have expended \$1,865,998 (24.43%) of the total \$7,638,487 under contract.¹ To ensure that we continue to meet the CDBG-R grant requirements, the following proactive measures are in place:

- We placed special conditions in all agreements requiring the subrecipients to spend at least 50% of their allocated funds by January 31, 2011 and 100% by June 30, 2012. Subrecipients failing to meet the January 31st contract provision will be required to submit a workout plan, and may be subject to recapture of enough funds to bring them into compliance. Recaptured funds will be re-allocated to compliant CDBG-R subrecipients.
- On June 30, 2010 (and monthly thereafter until December 30, 2010), we will be issuing Bulletins to subrecipients reflecting the expenditure status of each CDBG-R-funded project, reminding agencies of their drawdown contract requirement, and consequences for failing to meet this requirement.
- By July 9, 2010, "Letters of Concern" will be sent to all City Managers, Executive Directors, and Department Heads of subrecipients that (as of June 30, 2010) are below 25% expenditure on each CDBG-R funded project. The letter will request immediate submittal of funding requests to claim any CDBG-R costs that have been incurred but not yet claimed, require an explanation for the delayed project implementation, including any extenuating circumstances beyond the subrecipient's control, and a workout plan with specific corrective actions and expenditure target dates.

¹ Our total grant is \$8,080,582, and two (2) additional projects with budgets totaling \$442,041 will begin on July 1, 2010. We executed reimbursable contracts with our CDBG-R subrecipients. Therefore, the "expended" amount is a conservative dollar figure, because it represents only the funds that our subrecipients have claimed and that we have reimbursed to them. Also, some CDBG-R funded cities and County Departments submit funding requests on a bi-monthly, instead of a monthly, basis.

Housing Authority - County of Los Angeles

June 23, 2010

FOR YOUR INFORMATION ONLY

TO: Los Angeles County Housing Commission

FROM: Dorian Jenkins, Assistant Executive Director

SUBJECT: STATUS OF THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) OF 2009 HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

The HPRP program is a collaboration among the Community Development Commission (CDC), the Chief Executive Office (CEO), implementing County Departments, and the Los Angeles Homeless Services Authority (LAHSA). To date, \$1,062,884.27 (8.7%) of the \$12,197,108 budget has been expended. Our current challenge is the strict geographic and income criteria: most of the persons who have applied through County Departments to date do not reside within the unincorporated areas of Los Angeles County or within the cities participating in the County's Community Development Block Grant (CDBG) Program. To address this challenge, effective August 1, 2010, the CDC will assume the lead in administering the HPRP program and has taken the following actions:

- Convened Interdepartmental status meetings to formulate project implementation improvements, streamlining, and the development of a more focused outreach and marketing plan.
- Issued a *Letter of Non-Compliance* to the Department of Children and Family Services (DCFS); recaptured their unexpended funds totaling \$512,154, for reprogramming to other eligible HPRP programs.
- Sent a *Letter of Concern* to the Department of Public and Social Services (DPSS) regarding their lack of expenditures, and provided DPSS staff with technical assistance to address timely expenditure requirements.
- Convened meetings with several non-profit organizations, experienced in providing housing stabilization services within the five (5) Supervisorial Districts, to explore their participation in the HPRP. These organizations currently provide HPRP-funded services for other jurisdictions, and they have a strong community network. CDC will conduct capacity reviews of selected non-profits by early July 2010, to assess their programmatic and fiscal capability to administer the HPRP funds. It is anticipated that the selected non-profits, with their experience in case management and housing and homelessness prevention assistance, will complement the existing HPRP Program.
- The CDC is preparing to go to the Board of Commissioners to seek approval of the award of contracts for the non-profits by August 1, 2010.

Housing Authority - County of Los Angeles

FOR YOUR INFORMATION ONLY

June 23, 2010

TO: Housing Commissioners
FROM: Darlene Aikens, Acting Director, Assisted Housing Division
RE: **FSS PROGRAM UPDATE – MAY 2010**

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Public Housing residents and Housing Choice Voucher Program participants achieve economic independence and self-sufficiency.

Activities

RECRUITMENT	31 10	Applications Received Applications Sent
ENROLLMENTS	18	New FSS Participants
TERMINATIONS	0	Participants Terminated from FSS
MEETINGS	0	Tenant Information Workshop
WORKSHOPS Program Presentations	0	Program presentation at Tenant Information Workshop
Money Smart Workshop	9 6	Disseminated Credit Repair Informational Packets Disseminated Budget Informational Packets
REFERRALS	3 2 2 5 1	Job referral from the employment network job board CDC Home Ownership Program (HOP) CDF Scholarship program WorkSource Center employment workshops and job fairs Remote Area Medical Clinic and screening fair
GRADUATIONS	0	FSS graduations

If you have any questions, please feel free to contact me at (562) 347-4837.

ML:CJ:RM:dt

Housing Authority - County of Los Angeles

June 17, 2010

FOR YOUR INFORMATION ONLY

To: Los Angeles County Housing Commission
From: Bobbette A. Glover, *Bobbette A. Glover* Assistant Executive Director

SUBJECT: UJIMA VILLAGE STATUS REPORT

The following is an update on the most recent events regarding the closure of Ujima Village Housing Development.

Occupancy & Relocation

One unit remains occupied. The head-of-household, with the assistance of the Legal Aid Foundation, has disputed the amount of the relocation payment and the distribution among the family members. Our Housing Counsel and relocation consultants continue their efforts to resolve the matter and to facilitate the family's transition out of Ujima Village.

Site Conditions and Security

We are in the process of hiring a vendor to address the deteriorating conditions at the site, such as overgrown weeds, broken windows and vandalized solar panels.

A recommendation to award the security fence contract to Lightning Fence is on your June 23rd agenda. With your recommended approval, it will go to the Board for approval on July 6, 2010.

A private security company continues to provide daily service at the site, and has not reported any major incidents on their daily logs. Sheriff's Department community policing deputies are prepared to respond if warranted.

Water Board

ExxonMobil's consultant submitted the comprehensive Site Assessment Report for the Athens Tank Farm to the Water Board at the end of May, as scheduled. The Report is under the Water Board's review.

We are still awaiting the Water Board's release of Fact Sheet #2.

Litigation

The complaint filed by Anderson Kill Wood has not yet been served.

BG:sb



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of the County of Los Angeles**

Administrative Office

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT WITH C T GEORGIU PAINTING CO FOR
THE CARMELITOS EXTERIOR PAINTING PROJECT
(DISTRICT 4)**

SUBJECT

This letter recommends approval of a Construction Contract (Contract) with C T Georgiou Painting Co. for exterior painting and wood replacement as needed at the Carmelitos housing development located in the City of Long Beach.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners approve of a Contract for exterior painting located at the Carmelitos housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a Contract in the amount of \$375,100 with C T Georgiou Painting Co., to complete exterior painting and other associated work at the Carmelitos housing development in Long Beach, following approval as to form by County Counsel, using a total of \$375,100 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

3. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not to exceed \$75,020 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a construction Contract to complete exterior painting at the Carmelitos housing development. The building exteriors need new paint, stucco repair, and replacement of fascia boards.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$375,100 in CFP funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

A 20% contingency, in the amount of \$75,020, is also being set aside for unforeseen costs, using the same source of funds. This contingency is recommended because exterior painting work often involves damage that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The 713-unit Carmelitos housing development was built in 1939. The scope of work for this Contract includes painting of the building exterior, including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, mail boxes, wood replacement as needed and other associated work.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, C T Georgiou Painting Co. will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

CONTRACTING PROCESS

On April 6, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to all 266 Class C licensed contractors identified from the Housing Authority's vendor list.

Advertisements also appeared in eight local newspapers and on the County WebVen website. Sixty-three bid packages were requested and downloaded from the CDC's Website.

On May 3, 2010, ten bids were received and formally opened. The lowest bid, submitted by Industry Coatings Co. was determined to be non-responsive and rejected. The second lowest bid submitted by C T Georgiou Painting Co. was determined to be the most responsive and responsible and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a)(3)(ii), this action is excluded from the National Environmental Policy Act (NEPA) because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the CEQA pursuant to State CEQA Guidelines Section 15301 because it does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The Contract will improve the exterior appearance of the Carmelitos housing development, bring the housing development in compliance with HUD's Real Estate Assessment Center physical inspection requirements and will continue to provide residents with decent, safe and sanitary living conditions.

Respectfully submitted,


SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Summary of Outreach Activities

Carmelitos Exterior Painting Project

On April 6, 2010, the following outreach was initiated to identify a contractor for the Carmelitos Exterior Painting Project at the Carmelitos housing development located at 1000 Via Wanda, Long Beach in the unincorporated area of Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Community Newspapers

An announcement was also posted on the County website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 266 C33-licensed contractors, of which 238 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, sixty-three bid packages were requested and downloaded from the CDC's Website.

C. Pre-Bid Conference and Site Walk

On April 16, 2010 a mandatory pre-bid conference and site walk was conducted. Forty-two firms were in attendance.

D. Bid Results

On May 3, 2010, a total of ten bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
C. T. Georgiou Painting Co.	\$375,100.00
Paramount Painting Inc.	\$959,040.00
Best Quality Painting Inc.	\$770,500.00
Cramer Painting Inc.	\$697,400.00
Fix Painting Co.	\$576,600.00

Southwest Coatings, Inc.	\$510,000.00
Mear Construction, Inc.	\$640,000.00
Industry Coatings Co.	\$283,789.00
Tony Painting	\$596,000.00
A.J. Fistes Corporation	\$430,320.00

E. Minority/Female Participation – Selected Contractor and Subcontractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
C T Georgiou Painting Co.	Minority	Total: 12 8 Minorities 1 Woman 66% Minorities 8% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Industry Coatings Co.	Non-Minority	Total: 5 4 Minorities 1 Woman 80% Minority 20% Women
A.J. Fistes Corporation	Non-Minority	Total: 21 17 Minorities 4 Women 81% Minority 19% Women
Southwest Coatings, Inc.	Non-Minority	Total: 9 6 Minorities 1 Woman 67% Minorities 16% Woman
Paramount Painting, Inc.	Non-Minority	Total: 10 8 Minorities 1 Woman 80% Minorities 10% Woman
Fix Painting Company	Non-Minority	Total: 5 1 Minorities

		0 Woman 20% Minorities 0% Woman
Best Quality Painting, Inc.	Minority	Total: 33 33 Minorities 2 Woman 100% Minorities 6% Woman
Cramer Painting Inc.	Non-Minority	Total: 13 7 Minorities 2 Woman 54% Minorities 15% Woman
Mear Construction, Inc.	Non-Minority	Total: 8 4 Minorities 1 Woman 50% Minorities 13% Woman
Tony Painting	Non-Minority	Total: 15 9 Minorities 3 Woman 60% Minorities 20% Woman

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Carmelitos housing development Exterior Painting Project
Location: 1000 Via Wanda, Long Beach, CA 90805
Bid Number: CDC10-057
Bid Date: May 3, 2010
Contractor: C T Georgiou Painting Co.
Services: Painting of building exterior surfaces including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, mail boxes, wood replacement as needed and other associated work

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all Addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within one hundred and twenty (120) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Three Hundred Seventy Five Thousand and One Hundred Dollars (\$375,100.00)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$75,020

Carmelitos Exterior Painting Project



1. Family Buildings - painting of the building exterior including fascia boards, wood sidings, door and door screen, wrought iron fence, and any existing painted surfaces.



2. Family Buildings - all existing signage will be removed. Housing Management will determine which signs are to be re-installed in place. Others will be replaced with new by Housing Management.

Carmelitos Exterior Painting Project



3. Carmelitos Native Garden - existing non-painted corrugated metal surface will be pressure-washed. All existing painted surfaces will be painted.



4. Senior Buildings - scope includes painting of existing painted surfaces, including balconies, light poles, exposed balcony decks, etc.

Carmelitos Exterior Painting Project



5. Community Center - building will be applied with 3 new coordinated colors to enhance the character of the building.



6. Family Learning Center - existing building, metal plates/grilles, bollards will be painted. Signage will be temporarily removed to receive new paint and will be re-installed by the contractor.



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office
2 Coral Circle • Monterey Park, CA 91755
323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**CONCURRENCE TO AWARD A CONTRACT WITH RINCON CONSULTANTS,
INC. FOR ENVIRONMENTAL CONSULTING SERVICES
FOR HOUSING AUTHORITY PROJECTS
(ALL DISTRICTS)**

SUBJECT

This letter recommends approval of a one-year Contract, in the amount of \$500,000, with Rincon Consultants, Inc., to provide environmental consulting services to the Housing Authority on a project-by-project basis. The Contract may be extended for two additional years, in one-year increments, at \$500,000 per year.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Concur with the Board of Commissioners' action to approve and authorize the Executive Director to execute and, if necessary, terminate a one-year Contract with Rincon Consultants, Inc. (Rincon) to provide environmental services for the implementation of Countywide housing development projects, using up to \$500,000 included in the Housing Authority's approved Fiscal Year 2010-2011 budget.
2. Concur with the Board of Commissioners' action to authorize the Executive Director to execute two one-year extensions to the Contract, at the same annual amount of up to \$500,000, contingent upon continued Housing Authority funding and satisfactory performance, effective following approval as to form by County Counsel.



3. Concur with the Board of Commissioners' action to authorize the Executive Director to increase the compensation amount by up to \$50,000 each year for unforeseen costs, using the same source of funds; and authorize the Executive Director to make administrative changes to the Contract as necessary to meet the requirements of Housing Authority programs and to execute any necessary further amendments to the Contract to revise the scope of services, following approval as to form by County Counsel and execution by all parties.
4. Concur with the Board of Commissioners' action to approve the Contract is not subject to the provisions of the California Environmental Quality Act (CEQA) because the action will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Rincon will provide environmental services and prepare documents as required by the National Environmental Policy Act (NEPA), CEQA, and HUD environmental regulations as specified in 24 Code of Federal Regulations Part 58.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Contract will be funded with \$500,000 in funds in the Housing Authority's approved budget. It may be renewed for a maximum of two years, in one-year increments, at the same rate of compensation, contingent upon satisfactory performance and continued Housing Authority funding from HUD. Funds for years two and three of the Contract, if extended, will be included in the Housing Authority's approved budget through the annual budget process.

A contingency in the amount of \$50,000 per year is also being set aside for unforeseen project costs, using funds in the Housing Authority's budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Housing Authority administers 3,336 rental units located on 70 sites funded through federal and state programs. As a recipient of federal funds, the Housing Authority is responsible for preparing environmental documents for activities that fall under NEPA and HUD regulations.

Services to be provided under the Contract include technical assistance and the preparation of the following documents: Notices of Exemption, Initial Studies, Negative Declarations, Notices of Determination, Categorical Exclusions, Environmental

Assessments, Amended Environmental Assessments, Phase I Environmental Site Assessments, Historic Sensitivity Analyses, Area of Potential Effect Surveys, Cultural Resources Surveys, Slum Blight Reviews, Environmental Impact Statements, Environmental Impact Reports, and other documents as necessary. Rincon will be assigned projects and will receive compensation based on the scope of services performed on a project-by-project basis.

Should Rincon require additional or replacement of personnel after the effective date of this Contract, Rincon shall give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet the Operating Agency's minimum qualifications for the open position.

ENVIRONMENTAL DOCUMENTATION

This action is exempt from the provisions of NEPA pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact or result in any physical changes to the environment. This action is also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On March 22, 2010, the Community Development Commission and Housing Authority issued a joint Request for Proposals (RFP) to identify a firm to prepare environmental documents for a one-year period. A total of 161 environmental firms included on the Housing Authority's vendor list received announcements. A total of 104 firms downloaded proposal packages in response to the announcement mailing, advertisements that appeared in the various newspapers, and the County Office of Small Business Website (WebVen). By the deadline of April 23, 2010, one firm submitted a proposal. The proposal was evaluated, and based on the RFP requirements and the rating process, Rincon was selected as the firm most qualified to provide environmental consulting services.

The Summary of Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT SERVICES

This Contract will ensure that the County complies with applicable federal and state environmental rules and regulations.

Honorable Housing Commissioners
June 23, 2010
Page 4

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Bobbette A. Glover".

for SEAN ROGAN
Executive Director

Enclosures

Attachment A

Summary of Outreach Activities

On March 22, 2010, the following outreach was initiated to identify a consultant to provide environmental document preparation services for the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, other programs funded by the U.S. Department of Housing and Urban Development (HUD), and locally-funded programs.

A. Request for Proposal Advertising

A Request for Proposals (RFP) announcement appeared in the following newspapers:

Los Angeles Times	Antelope Valley Press
Long Beach Press Telegram	Eastside Journal
La Opinion	Southwest Wave
Los Angeles Daily News	Montebello News
International Daily News	Downey American Herald
Los Angeles Sentinel	Lynwood Press Wave
Eastside Sun	Huntington Park Bulletin

The announcement was also posted on the County Office of Small Business website.

B. Distribution of the Proposal Packets

The Housing Authority's vendor list was used to mail the RFP to 161 firms. Of the firms on the vendor list, 73 met the definition of a minority- or female-owned business (private firms which are 51 percent minority or female-owned, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). One hundred four firms downloaded the RFP from the Housing Authority's website.

C. Proposal Results

By the deadline of April 23, 2010, a proposal was received from one firm. The proposal was evaluated, and based on the RFP requirements and rating process, Rincon Consultants, Inc. was selected as the firm most qualified to prepare environmental documentation for the Housing Authority.

D. Minority/Women Participation – Selected Firm and Subcontractors

Firm Name	Ownership	Employees	
Rincon Consultants, Inc.	Non-Minority	57	Total
		3	Minority
		23	Female
		5%	Minority
		40%	Female

The Housing Authority encourages the participation of minorities and women in the Contract award process including: providing information about the Housing Authority at local and national conferences; conducting seminars for minorities and women regarding the Housing Authority's programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations which represent minorities and women. The above information has been voluntarily provided by the above firm.

The recommendation to award the Contract for Environmental Services to Rincon Consultants, Inc. is being made in accordance with federal regulations, and without regard to race, creed, color, gender or sexual orientation.

Attachment A

Summary of Outreach Activities

On March 22, 2010, the following outreach was initiated to identify a consultant to provide environmental document preparation services for the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, other programs funded by the U.S. Department of Housing and Urban Development (HUD), and locally-funded programs.

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La Opinion	Southwest Wave
Los Angeles Daily News	Montebello News
International Daily News	Downey American Herald
Los Angeles Sentinel	Lynwood Press Wave
Eastside Sun	Huntington Park Bulletin

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By the deadline of April 23, 2010, a proposal was received from one firm. The proposal was evaluated, and based on the RFP requirements and rating process, Rincon Consultants, Inc. was selected as the firm most qualified to prepare environmental documentation for the Housing Authority.

D. Minority/Women Participation – Selected Firm and Subcontractors

Firm Name	Ownership	Employees	
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		3	Minority
		23	Female
		5%	Minority
		40%	Female

The Housing Authority encourages the participation of minorities and women in the Contract award process including: providing information about the Housing Authority at local and national conferences; conducting seminars for minorities and women regarding the Housing Authority's programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations which represent minorities and women. The above information has been voluntarily provided by the above firm.

The recommendation to award the Contract for Environmental Services to Rincon Consultants, Inc. is being made in accordance with federal regulations, and without regard to race, creed, color, gender or sexual orientation.



**HOUSING AUTHORITY
of the County of Los Angeles**

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Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT WITH A J FISTES CORPORATION FOR
THE HARBOR HILLS HOUSING DEVELOPMENT EXTERIOR PAINTING PROJECT
(DISTRICT 4)**

SUBJECT

This letter recommends approval of a Construction Contract (Contract) with A J Fistes Corporation for exterior painting and wood replacement as needed at the Harbor Hills housing development located in the City of Lomita.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners approve a Contract for exterior painting at the Harbor Hills housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a Contract in the amount of \$178,651 with A J Fistes Corporation, to complete exterior painting and other associated work at the Harbor Hills housing development, following approval as to form by County Counsel, using a total of \$178,651 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

3. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not to exceed \$35,730 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a construction contract to complete exterior painting at the Harbor Hills housing development. The building exteriors need new paint, stucco repair, and replacement of fascia boards.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$178,651 in CFP funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget. A 20% contingency, in the amount of \$35,730, is also being set aside for unforeseen costs, using the same source of funds. This contingency is recommended because exterior painting work often involves damage that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The 301-unit Harbor Hills housing development was built in 1941. The scope of work for this project includes painting of the exterior including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, mail boxes, wood replacement as needed and other associated work.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, A J Fistes Corporation will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

CONTRACTING PROCESS

On April 6, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to all 266 C33-licensed contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight local newspapers and on the County WebVen website. Fifty-seven bid packages were requested and downloaded from the CDC's Website.

On May 3, 2010, ten bids were received and formally opened. The lowest bidder, Industry Coatings Co., withdrew their bid. The second lowest bidder, A J Fistes Corporation, was determined to be the most responsive and responsible and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a)(3)(ii), this action is excluded from the National Environmental Policy Act because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the CEQA pursuant to State CEQA Guidelines Section 15301 because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The Contract will improve the exterior appearance of the Harbor Hills housing development, bring the housing development in compliance with HUD's Real Estate Assessment Center physical inspection requirements and continue to provide residents with decent, safe and sanitary living conditions.

Respectfully submitted,



SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Summary of Outreach Activities

Harbor Hills Housing Development Exterior Painting Project

On April 6, 2010, the following outreach was initiated to identify a contractor for the Harbor Hills Housing Development Exterior Painting Project at the Harbor Hills housing development located at 26607 S. Western Ave., Lomita, CA 90717 in the City of Lomita.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Community Newspapers

An announcement was also posted on the County website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 266 C33-licensed contractors, of which 238 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, fifty-seven bid packages were requested and downloaded from the CDC's Website.

C. Pre-Bid Conference and Site Walk

On April 19, 2010 a mandatory pre-bid conference and site walk was conducted. Thirty-three firms were in attendance.

D. Bid Results

On May 3, 2010, a total of ten bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
Industry Coatings Co.	\$ 43,725.00
A J Fistes Corporation	\$178,651.00
Southwest Coatings, Inc.	\$197,750.00
E. Bitsakis Painting	\$250,000.00
C.T. Georgiou Painting Co.	\$279,730.00

M.B. Painting	\$290,000.00
Pacific Painting Company, Inc.	\$327,600.00
Fix Painting Co.	\$343,296.00
Economos Painting	\$364,051.00
Mear Construction, Inc.	\$360,000.00

E. Minority/Female Participation – Selected Contractor and Subcontractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
A.J. Fistes Corporation	Non-Minority	Total: 21 17 Minorities 4 Woman 81% Minorities 19% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
C.T. Georgiou Painting Co.	Non-Minority	Total: 12 8 Minorities 2 Woman 67% Minority 17% Women
E. Bitsakis Painting	Non-Minority	Total: 3 1 Minorities 1 Women 33% Minority 33% Women
Fix Painting Co.	Non-Minority	Total: 5 1 Minorities 0 Woman 20% Minorities 0% Woman
Pacific Painting Company, Inc.	Non-Minority	Total: 6 4 Minorities

		0 Woman 67% Minorities 0% Woman
M.B. Painting	Non-Minority	Total: 11 11 Minorities 0 Woman 100% Minorities 0% Woman
Southwest Coatings, Inc.	Non-Minority	Total: 9 6 Minorities 1 Woman 67% Minorities 11% Woman
Economos Painting	Non-Minority	Total: 5 2 Minorities 0 Woman 40% Minorities 0% Woman
Mear Construction, Inc.	Non-Minority	Total: 8 4 Minorities 2 Woman 50% Minorities 25% Woman
Industry Coatings Co.	Non-Minority	Total: 5 4 Minorities 2 Woman 80% Minorities 40% Woman

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Harbor Hills Housing Development Exterior Painting Project
Location: 26607 S. Western Ave., Lomita, CA 90717
Bid Number: CDC10-059
Bid Date: May 3, 2010
Contractor: A J Fistes Corporation
Services: Painting of building exterior surfaces including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, mail boxes, wood replacement as needed and other associated work

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all Addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within one hundred twenty (120) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **One Hundred Seventy Eight Thousand Six Hundred Fifty One dollars (\$178,651)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$35,730

Harbor Hills Exterior Painting Project



1. Family Buildings - painting of the building exterior including fascia boards, wood sidings, door, cement wall, handrails, and any existing painted surfaces.



2. Family Buildings - painting of the building exterior including fascia boards, wood sidings, door, cement wall, handrails, and any existing painted surfaces.

Harbor Hills Exterior Painting Project



3. Community Room - all existing signage will be removed before painting and reinstalled after paint. Trellis will be repainted.



4. Handrails - scope includes painting of all handrails.

Harbor Hills Exterior Painting Project



5. Cement block wall - scope to include painting of any existing painted block wall and light posts.



6. Maintenance Office - scope includes painting of exterior building. Remove and replace gutters and downspouts at maintenance office only.



**HOUSING AUTHORITY
of the County of Los Angeles**

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE THE MASTER SERVICES AGREEMENT BETWEEN THE COUNTY AND
THE HOUSING AUTHORITY FOR SPECIAL SERVICES
(ALL DISTRICTS)**

SUBJECT

This letter recommends approval of a revised Master Services Agreement (Agreement) between the County of Los Angeles and the Housing Authority, attached hereto in substantially final form, which allows for the reciprocal provision of services between the two entities. The Agreement will be effective on the date of Board approval, and will automatically renew each year, unless sooner terminated by either party.

IT IS RECOMMENDED THAT YOUR BOARD:

Recommend that the Board of Commissioners approve and authorize the Executive Director to execute the revised Agreement between the County and the Housing Authority.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Agreement will permit the Housing Authority to continue to receive, as well as provide, special services to the County. Each entity is deemed an independent contractor to the other under this Agreement.

FISCAL IMPACT/FINANCING

Rates for services will be negotiated and agreed upon by the Executive Director of the Housing Authority and the applicable County department providing or receiving said

services on a case-by-case basis. Any funds used to pay for such services would be included in the entities' annual approved budgets for the applicable fiscal year.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On April 19, 1994, the Board of Supervisors and the Board of Commissioners of the Housing Authority approved a Masters Services Agreement (original Agreement) which provided for the reciprocal exchange of services between the County and the Housing Authority.

The revised Agreement contains some revisions and updates to the language of the original Agreement, including the following:

The revised Agreement allows the County and the Housing Authority to provide services to each other through their contractors and/or consultants, in addition to their officers and employees. The original Agreement only allowed for the provision of services through the entities' officers and employees.

The revised Agreement allows the parties to request services for one year or less, on a multi-year basis or for one year with an automatic annual renewal provision unless sooner terminated by either party. The original Agreement allowed the parties to provide services to each other for "a short duration (i.e., one year or less), which may be renewed from time to time." Additionally, the Agreement itself will automatically renew each year unless sooner terminated by either party.

The revised Agreement also delegates authority to the Executive Director to approve and pay for County services using funds previously allocated in the Housing Authority's annual budget, approved by the Board, regardless of the amount of the expenditure. The original Agreement gave the Executive Director the authority to negotiate the rates for services, and did not impose a particular spending limit for County services. This revision is to clarify and confirm the parties' original intent.

ENVIRONMENTAL DOCUMENTATION

These activities are exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because they involve administrative activities that will not have a physical impact on or result in any physical changes to the environment. The activities are also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

Honorable Housing Commissioners
June 23, 2010
Page 3

IMPACT ON CURRENT PROGRAMS

The revised Agreement will permit the Housing Authority to continue to receive and provide special services to the County.

Respectfully submitted,


for SEAN ROGAN
Executive Director

Enclosures

MASTER SERVICES AGREEMENT

THIS AGREEMENT is entered into on this ____ day of ____, 2010, by and between the COUNTY OF LOS ANGELES, a body corporate and politic hereinafter referred to as "County", and the HOUSING AUTHORITY of the COUNTY OF LOS ANGELES, a public agency activated pursuant to Part 2 of Division 24 of the California Health and Safety Code Sections 34200 et seq., hereinafter referred to as "Housing Authority".

RECITALS

- (a) Housing Authority is desirous of contracting with County for the performance of services to the Housing Authority by County's appropriate officers, employees, consultants and/or contractors.
- (b) County is agreeable to performing, or contracting for the performance of, such services to Housing Authority on the terms and conditions hereinafter set forth.
- (c) Such contracts for performance of services to the Housing Authority are authorized and provided for by the provision of Section 56-¾ of the Charter of the County of Los Angeles.
- (d) County is desirous of contracting with Housing Authority for the performance of services to the County by Housing Authority's appropriate officers, employees, consultants and/or contractors.
- (e) Housing Authority is agreeable to performing, or contracting for the performance of, such services to the County on the terms and conditions hereinafter set forth.
- (f) This Agreement is authorized by the provisions of the County Charter Sections 56 ¼ and 56 ¾ and 34311 of the California Health and Safety Code.

THEREFORE, THE PARTIES HAVE AGREED AS FOLLOWS:

General Services to Housing Authority

1. County agrees, through its departments, commissions, bodies, officers, employees, consultants and/or contractors to perform needed services to the Housing Authority.
2. Housing Authority shall pay for such services as are provided for under this Agreement at rates to be negotiated and agreed upon between the Executive Director of the Housing Authority (hereinafter referred to as the "Executive Director") and the County department(s) providing said services.
3. Notwithstanding these provisions, the Housing Authority may obtain services from the County for one year or less, on a multi-year basis, or for one year with an automatic annual renewal provision, unless sooner terminated by either party.
4. The Executive Director of the Housing Authority may use funds included in its annual budget(s) approved by the Board of Commissioners (hereinafter referred to as "BOC") for the fiscal year(s) within which services shall be provided hereunder without the need to return to the Board for additional authority to spend the funds. The Housing Authority may also use any available funds received through federal, state, or local grants or other sources provided that the BOC has previously authorized the Executive Director to receive said funds and incorporate them into the Housing Authority's budget for the provision of needed services hereunder (or for purposes not inconsistent with the provision of needed services hereunder).

5. Each such service or function shall be performed at the times under circumstances which do not interfere with the performance of regular County operations.
6. Whenever County and Housing Authority mutually agree as to the necessity for any such County officer, employee, consultant and/or contractor to maintain administrative quarters in the facilities of the Housing Authority, the Housing Authority shall furnish as its own cost and expense all necessary office space, furniture, and furnishings, office supplies, janitorial service, telephone, light, water, and other utilities. In all instances where special supplies, stationary, notices, forms and the like must be issued in the name of the Housing Authority, the same shall be supplied by the Housing Authority as its expense. Such quarters may be used by the County, officer, employee, consultant and/or contractor in connection with the performance of its duties for County and other agencies, provided, however, that the performance of such other duties shall not be at any additional cost to the Housing Authority.
7. All persons employed in the performance of such services and functions for the Housing Authority shall be County officers, employees, consultants and/or contractors, and no such person shall be concurrently employed by the Housing Authority, nor shall he or she have any Housing Authority pension, employment claim or other status or right. Subject to the limitations set forth in this Agreement, and only for the purpose of performing such services and functions and giving official status to the performance hereof, every County officer, employee, consultant and/or contractor engaged in performing such service or

function shall be deemed to be an officer, employee, consultant and/or contractor of said Housing Authority while performing service for the Housing Authority within the scope of this Agreement. The Housing Authority shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the Housing Authority, or any liability other than that provided for in this Agreement.

8. Except as herein otherwise specified, the Housing Authority shall not be liable for compensation or indemnity to any County officer, employee, consultant and/or contractor for injury or sickness arising out of this employment.
9. Each County officer, employee, consultant, contractor, or department performing any service for the Housing Authority provided for herein shall keep reasonably itemized and detailed work or job records covering the cost of all services performed and all additional items and expenses incidental to the performance of such function or service.
10. After the billing rates are established, the County department rendering services to the Housing Authority shall submit an itemized invoice which covers all services performed during the preceding thirty (30) days, and the Housing Authority shall pay the County therefor within thirty (30) days after the date of said invoice.

Housing Authority Services to the County (General)

11. The Housing Authority agrees, through its officers, employees, consultants and/or contractors to perform those special housing related functions which may

from time to time be requested by County from the Housing Authority as hereinafter provided.

12. The County shall pay for such services as are provided under this Agreement at rates to be mutually agreed upon at the time services are requested by the County.
13. No Housing Authority officer, employee, consultant and/or contractor shall perform for the County any function not coming within the scope of said duties of such officer, employee, consultant and/or contractor performing services for the Housing Authority.
14. No function or service shall be performed hereunder by any Housing Authority officer, employee, consultant and/or contractor unless such function or service shall have been requested in writing by the Board of Supervisors or a department head of the County, and each such service or function shall be performed at the times and under the terms and conditions mutually agreeable to the Housing Authority and the department requesting the services.
15. Whenever the County and Housing Authority mutually agree as to the necessity for any such Housing Authority officer, employee, consultant and/or contractor to maintain administrative quarters in the facilities of the County, the County shall furnish at its own cost and expense all necessary office space, furniture, furnishings, office supplies, janitorial service, telephone, light, water and other utilities. In all instances where special supplies, stationery, notes, forms and the like must be issued in the name of the Housing Authority, the same shall be supplied by the County at its expense. Such quarters may be used by the

Housing Authority's officer, employee, consultant and/or contractor in connection with the performance of its duties for the Housing Authority and other agencies, provided, however, that the performance of such other duties shall not be at any additional cost to the County.

16. Subject to the limitations of this Agreement, all persons employed in the performance of such services and functions for the County shall be Housing Authority officers, employees, consultants and/or contractors and no such person shall be concurrently employed by the County, nor shall he or she have any County pension, employment claim or any other status or right. For the purpose of performing such services and functions and for the purpose of giving official status to the performance hereof, every Housing Authority officer, employee, consultant and/or contractor engaged in performing any such service or function shall be deemed to be an officer, employee, consultant and/or contractor of said County while performing service for the County within the scope of this Agreement. The County shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any Housing Authority personnel performing services hereunder for the County or any liability other than that provided for in this Agreement.

17. Except as here otherwise specified, the County shall not be liable for compensation or indemnity to any Housing Authority officer, employee, consultant and/or contractor for injury or sickness arising out of his employment.

18. Each Housing Authority officer, employee, consultant and/or contractor performing any service for the County provided for herein shall keep reasonably

itemized and detailed work or job records covering the cost of all services performed and all additional items and expense incidental to performance of such function or service.

19. After the billing rates are established, the Housing Authority shall submit an itemized invoice which covers all services performed during the preceding thirty (30) days, and the County department receiving services shall pay the Housing Authority therefor within thirty (30) days after the date of said invoice.

General Provisions

20. In contemplation of the provisions of California Government Code Section 895.2 imposing certain tort liability jointly upon public entities solely by reason of such entities being parties to an Agreement as defined by Section 895 of said Code, the parties hereto, as between themselves, pursuant to the authorization contained in section 895.4 and 895.6 of said Code, will each assume the full liability would be imposed upon it, or any of its officers, agents or employees by law for injury caused by a negligent or wrongful act or omission occurring in the performance of this Agreement to the same extent that such liability would be imposed in the absence of Section 895.2 of said Code. To achieve the above-stated purpose, each party indemnifies and holds harmless the other party for any loss, cost, or expense that may be imposed upon such other party solely by virtue of said Section 895.2. The Housing Authority and County agree to indemnify, defend and hold harmless each other against any and all liability, expense and claims arising from their respective acts or omissions, The

provisions of Section 2778 of the California Civil Code are made hereof as if fully set forth as if fully set forth.

21. This Agreement shall become effective on the date of approval by the governing bodies of both entities and shall automatically renew annually unless sooner terminated by either party.
22. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the County and Housing Authority, except as expressly set forth in this contract.
23. The Housing Authority agrees that it shall not make any discrimination, distinction, or restriction on account of color race, religion, ancestry, sex marital status, or national origin contrary to the provisions of Section 51, et seq. of the California Civil Code which is incorporated herein by reference as if set forth herein full. Upon a final determination by a court of competent jurisdiction the Housing Authority has violated such section, this Agreement shall be deemed void and of no force and effect, and the Housing Authority shall be liable for any damages for violation of said sections.
24. Notices desired or required to be given hereunder or under any law now or hereafter in effect may at the option of the party giving the same, be given by enclosing same in a sealed envelope, addressed to the party for whom intended, and by depositing such envelope with postage prepaid, in the United States Post Office, or any substation thereof, or any public letterbox, and any such notice in the envelope containing the same shall be addressed as follows:

All notices shall be served in writing, the notices to the Housing Authority shall be sent to the following:

**Executive Director of the Housing Authority
of the County of Los Angeles
2 Coral Circle
Monterey Park, California 91755**

Notices, reports and statements to the County shall be delivered to or sent to the County at the following address:

**Executive Officer-Clerk of the Board, Board of Supervisors
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012**

32. This Agreement contains all the agreements of the parties hereto with respect to any matter covered or mentioned in this Agreement, and no prior agreements or understanding pertaining to any such matters shall be effective for any purpose, no provision of this Agreement may be amended or added except by an amendment in writing signed by the parties hereto. This Agreement shall not be effective or binding on any party until fully executed by all parties hereto and shall continue until terminated by one of the parties upon delivery of written notice to the other as specified in this Agreement.

[END OF TERMS AND CONDITIONS]

IN WITNESS WHEREOF, County has, by order of its Board of Supervisors, caused these presents to be subscribed thereto and attested by the Executive Officer-Clerk of said Board and Housing Authority has caused these presents to be subscribed by its Executive Director and the seal of the Housing Authority affixed thereto on the day and year first above written.

COUNTY OF LOS ANGELES

Chair, Board of Supervisors

HOUSING AUTHORITY OF THE
COUNTY OF LOS ANGELES

Executive Director

ATTEST:

Executive Officer – Clerk of the
Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:

ANDREA SHERIDAN ORDIN
County Counsel

By _____
Deputy



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**ADOPT A RESOLUTION ACCEPTING THE VOLUNTARY TRANSFER OF HOUSING
CHOICE VOUCHERS FROM THE HOUSING AUTHORITY OF THE CITY OF
LAKEWOOD TO THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES
(ALL DISTRICTS)**

SUBJECT

This letter recommends approval of the voluntary transfer of Section 8 Housing Choice Vouchers from the Housing Authority of the City of Lakewood (Lakewood) to the Housing Authority of the County of Los Angeles (HACoLA).

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners adopt and instruct the Chair to sign a resolution indicating agreement to the proposed voluntary transfer of Section 8 Housing Choice Vouchers and corresponding budget authority from Lakewood to HACoLA; and authorize the Executive Director to submit the resolution and all related documents to the U.S. Department of Housing and Urban Development (HUD).
2. Recommend that the Board of Commissioners find that the transfer of Section 8 Housing Choice Vouchers is not subject to the provisions of the California Environment Quality Act (CEQA) because the action is not defined as a project under CEQA.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to transfer Lakewood Section 8 Housing Choice Vouchers and Section 8 Annual Contributions Contract (ACC) budget authority to HACoLA. This



will provide HACoLA with 215 additional Section 8 Housing Choice Vouchers, which can be used anywhere within HACoLA's jurisdiction, including the City of Lakewood.

FISCAL IMPACT/FINANCING

There is no fiscal impact on the County general fund. Upon approval of the voucher transfer, HACoLA will receive 215 additional vouchers, which will equate to approximately \$170,933 in administrative fees and \$1,322,840 in Housing Assistance Payments annually for the Section 8 Tenant-Based Program.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In 1984, your Board authorized the execution of an Administration Agreement between the HACoLA and Lakewood whereupon HACoLA has acted as an agent of Lakewood for the Section 8 Housing Choice Voucher Program, providing direct tenant services, including applicant selection, housing inspections, and tenant certifications. HACoLA is responsible for the issuance of housing assistance payment checks to landlords, program reporting, monitoring, and technical assistance. HACoLA also prepares Annual Agency and Administrative Plans on behalf of Lakewood for submission to HUD.

The Administration Agreement provides HACoLA with full administrative and operating responsibilities, including the receipt and disbursement of all program funds due under the Lakewood ACC. HACoLA has a bank account for the receipt and disbursement of all Lakewood Housing Choice Voucher program funds, including the payment of any preliminary and administrative fees to the HACoLA that are due under the Lakewood ACC.

In recent years, HACoLA has found that it is no longer able to administer the Housing Choice Voucher Program on behalf of Lakewood in exchange for Lakewood's Administrative Fee compensation under its ACC with HUD. Furthermore, the administrative burden caused by the administrative agreement has made the management and operation of both HACoLA's and Lakewood's Housing Choice Voucher programs a difficult challenge.

Lakewood has agreed to voluntarily transfer its vouchers and corresponding budget authority to HACoLA. On April 27, 2010, Lakewood's governing body adopted a resolution agreeing to the proposed transfer.

Upon adoption of the attached resolution, HACoLA will request that HUD consider the transfer of budget authority and corresponding vouchers for the Section 8 Housing Choice Voucher program from the Lakewood ACC to the HACoLA Consolidated ACC. As part of the application process, HUD requires the approved resolution and at least 90 days notice before the requested effective date of the transfer.

ENVIRONMENTAL DOCUMENTATION

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because it involves administrative action that will not have a physical impact on or result in any physical changes to the environment. The action is also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROGRAM

Approval of this action will allow HACoLA to receive 215 additional vouchers, which will equate to approximately \$170,933 in administrative fees and \$1,322,840 in Housing Assistance Payments annually for the Section 8 Tenant-Based Program. After the transfer is complete, the Lakewood waiting list will be merged with the HACoLA waiting list using the applicant's original registration date. Additionally, HACoLA staff will no longer have to prepare separate Agency and Administrative Plans for Lakewood, reducing the total workload associated with administering these vouchers.

HUD will complete the transfer of all Family Reports (form HUD-50058), so all affected families will be recorded under HACoLA.

Respectfully submitted,



SEAN ROGAN
Executive Director

Enclosures

RESOLUTION AGREEING TO THE VOLUNTARY TRANSFER OF HOUSING CHOICE
VOUCHERS FROM THE CITY OF LAKEWOOD HOUSING AUTHORITY TO THE
HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES

WHEREAS, as a Public Housing Agency, the City of Lakewood Housing Authority (Lakewood) receives an allocation of Housing Choice Vouchers issued by the United States Department of Housing and Urban Development (HUD);

WHEREAS, since 1984, the Housing Authority of the County of Los Angeles (HACoLA) has been operating the Section 8 Housing Choice Voucher program (the "Program") on behalf of Lakewood;

WHEREAS, Lakewood and HACoLA opened a joint depository account for the receipt and disbursement of all Program funds and for the payment of preliminary and administrative fees to HACoLA which are allocated to Lakewood under its Annual Contributions Contract (ACC) with HUD;

WHEREAS, HACoLA is no longer able to administer the Program on behalf of Lakewood in exchange for Lakewood's Administrative Fee compensation under its ACC with HUD;

WHEREAS, HUD has issued policies (Notice PIH 2007-6 and PIH 2008-19), which outline the process by which a Public Housing Agency may voluntarily transfer its Housing Choice vouchers and corresponding budget authority to another Public Housing Agency; and

WHEREAS, on April 27, 2010, Lakewood's governing body has adopted a Resolution agreeing to the proposed voluntary transfer of the Program vouchers and corresponding budget authority to HACoLA.

NOW, THEREFORE, the Board of Commissioners of the Housing Authority of the County of Los Angeles hereby resolves as follows:

1. HACoLA hereby agrees to the proposed voluntary transfer of Housing Choice vouchers and corresponding budget authority from Lakewood, contingent upon approval of the transfer from the HUD.
2. The Executive Director of HACoLA shall submit a letter to HUD, as required per Notice PIH 2007-6 and PIH 2008-19, requesting that the transfer be approved by HUD.
3. As per Notice PIH 2007-6 and PIH 2008-19, the effective date of the transfer will be a minimum of 90 days after the submittal of the letter and the approved resolution to HUD.

APPROVED AND ADOPTED by the Board of Commissioners of the Housing
Authority of the County of Los Angeles on this ____ day of _____, 2010.

ATTEST:

SACHI A. HAMAI
Executive Officer-Clerk of the
Board of Commissioners

By: _____
Deputy
APPROVED AS TO FORM:
ANDREA SHERIDAN ORDIN
County Counsel

By: _____
Chair, Board of Commissioners

By: _____
Deputy



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Board of Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT WITH A J FISTES CORPORATION FOR
THE NUEVA MARAVILLA EXTERIOR PAINTING PROJECT
(DISTRICT 1)**

SUBJECT

This letter recommends approval of a Construction Contract (Contract) with A J Fistes Corporation for exterior painting and wood replacement as needed at the Nueva Maravilla housing development located in the unincorporated area of Los Angeles County.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners find that the approval of a Contract for exterior painting located at the Nueva Maravilla housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a Contract in the amount of \$278,690 with A J Fistes Corporation, to complete exterior painting and other associated work at the Nueva Maravilla housing development, following approval as to form by County Counsel, using a total of \$278,690 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban



Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

3. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not to exceed \$55,738 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a construction Contract to complete exterior painting at the Nueva Maravilla housing development. The building exteriors need new paint, stucco repair, and replacement of fascia boards.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$278,690 in CFP funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget. A 20% contingency, in the amount of \$55,738, is also being set aside for unforeseen costs, using the same source of funds. This contingency is recommended because exterior painting work often involves damage that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The 504-unit Nueva Maravilla housing development was built in 1972. The scope of work for this Contract includes painting of the building exterior including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, and mail boxes and wood replacement as needed and other associated work.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, A J Fistes Corporation will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

CONTRACTING PROCESS

On April 6, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to all 621

California C-33 licensed contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight local newspapers and on the County WebVen website. Twenty-nine bid packages were requested and downloaded from the CDC's Website.

On May 3, 2010, twelve bids were received and formally opened. The lowest bidder, Leo's A-C Inc., withdrew their bid. The second lowest bid, submitted by A J Fistes Corporation, was determined to be the most responsive and responsible and is being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a)(3)(ii), this action is excluded from the National Environmental Policy Act (NEPA) because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the CEQA pursuant to State CEQA Guidelines Section 15301 because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The Contract will improve the exterior appearance of the Nueva Maravilla housing development, bring the housing development in compliance with HUD's Real Estate Assessment Center physical inspection requirements and continue to provide residents with decent, safe and sanitary living conditions.

Respectfully submitted,



SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Summary of Outreach Activities

Nueva Maravilla Exterior Painting Project

On April 6, 2010, the following outreach was initiated to identify a contractor for the Nueva Maravilla housing development located at 4919 E. Cesar E. Chavez Avenue, Los Angeles, CA 90022 in the unincorporated area of Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Community Newspapers

An announcement was also posted on the County website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 621 California C-33 licensed contractors, of which 526 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, twenty-nine bid packages were requested and downloaded from the CDC's Website.

C. Pre-Bid Conference and Site Walk

On April 20, 2010 a mandatory pre-bid conference and site walk was conducted. Forty-eight firms were in attendance.

D. Bid Results

On May 3, 2010, a total of twelve bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
Leo's A-C Inc.	\$ 235,000.00
A J Fistes Corporation	\$ 278,690.00
Pacific Painting Company Inc.	\$ 347,600.00
Cramer Painting Inc .	\$ 399,400.00
C.T. Georgiou Painting Company	\$ 408,100.00

Industry Coatings Company	\$410,355.00
Prime Painting	\$433,899.00
Everlast Builders Inc .	\$460,900.00
Economos Painting	\$474,000.00
CAS General Contractor	\$483,000.00
Omega Construction Company Inc.	\$550,437.00
Fix Painting Company	\$801,190.00

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
A J Fistes Corporation	Minority	Total: 21 17 Minorities 2 Woman 90% Minorities 10% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Leo's A-C Inc	Minority-Female	Total: 10 9 Minorities 1 Women 90% Minority 10% Women
Pacific Painting Company	Non-Minority	Total: 6 4 Minorities 0 Women 66% Minority 0% Women
Cramer Painting Inc.	Non-Minority	Total: 13 7 Minorities 1 Woman 54% Minorities 8% Woman
C.T. Georgiou Painting Company	Non-Minority	Total: 12 8 Minorities 2 Woman

		67% Minorities 17% Woman
Industry Coatings Company	Non-Minority	Total: 5 4 Minorities 0 Woman 80% Minorities 0% Woman
Prime Painting	Non-Minority	Total: 26 20 Minorities 0 Woman 80% Minorities 0% Woman
Everlast Builders Inc.	Female	Total: 12 10 Minorities 1 Woman 83% Minorities 8% Woman
Economos Painting	Non-Minority	Total: 6 2 Minorities 1 Women 33% Minorities 16% Women
CAS General Contractor	Minority	Total: 3 3 Minorities 0 Women 100% Minorities 0% Women
Omega Construction Company Inc.	Female	Total: 11 7 Minorities 1 Women 64% Minorities 9% Women
Fix Painting Company	Non-Minority	Total: 5 5 Minorities 1 Women 20% Minorities 0% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Nueva Maravilla Exterior Painting Project
Location: 4919 E. Cesar E. Chavez Avenue, Los Angeles CA 90022
Bid Number: CDC10-060
Bid Date: May 3, 2010
Contractor: A J Fistes Corporation
Services: Painting of building exterior surfaces including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, and mail boxes wood replacement as needed and other associated work

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all Addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within one hundred and twenty (120) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Two Hundred Seventy-Eight Thousand One Hundred Six Hundred Ninety Dollars (\$278,690.00)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$55,738.00

Nueva Maravilla Exterior Painting Project



Maravilla Community



Fencing to be painted

Nueva Maravilla Exterior Painting Project



Areas to be painted, new planned landscaping will stop the mud stains.



Flashing, wall caps and downspouts, and gutters to be painted and stucco repaired and painted.



**HOUSING AUTHORITY
of the County of Los Angeles**

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Board of Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE A CONSTRUCTION CONTRACT WITH M.L. CONSTRUCTION FOR
PARKING LOT AND SIDEWALK IMPROVEMENTS AT THE NUEVA MARAVILLA
FAMILY HOUSING DEVELOPMENT
(DISTRICT 1)**

SUBJECT

This letter recommends approval of a Construction Contract (Contract) with M.L. Construction to complete the replacement and modernization of four existing parking lots, adjacent sidewalks and all associated work at the Nueva Maravilla family housing development located in unincorporated East Los Angeles.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners find that the approval of a Contract for parking lot and sidewalk improvements at the Nueva Maravilla family housing development is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary, terminate a Contract in the amount of \$3,551,044 to M.L. Construction to replace and modernize four existing parking lots, adjacent sidewalks and all associated work at the Nueva Maravilla family housing development, using \$3,551,044 in Capital Fund Recovery Competition (CFRC) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget for this purpose.



3. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not exceeding \$710,208 for unforeseen project costs, using the same source of funds and following approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract for the replacement and modernization of four existing parking lots, adjacent sidewalks and all associated work at the Nueva Maravilla family housing development.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$3,551,044 in CFRC funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

A 20% contingency, in the amount of \$710,208 is also being set aside for unforeseen costs, using CFRC funds. This contingency is recommended because the replacement and modernization of parking lots and sidewalks often involves unforeseen conditions that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, ML Construction will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

ENVIRONMENTAL DOCUMENTATION

Pursuant to 24 Code of Federal Regulation, Part 58, Section 58.35 (a) (3)(ii), this project is excluded from the National Environmental Policy Act (NEPA), because it involves activities that will not alter existing environmental conditions. It is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On April 30, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to 630 contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight newspapers and on the County Web Site. Nine bid packages were requested and distributed.

On May 20, 2010, three bids were received and formally opened. M.L. Construction submitted the lowest bid and is being recommended for the Contract award

The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROJECT

The award of the Contract will modernize the Nueva Maravilla family housing development and provide residents with Americans with Disabilities Act code-compliant and properly maintained parking lots and adjacent sidewalks.

Respectfully submitted,

 SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Summary of Outreach Activities

Construction Contract to complete the replacement and modernization of four existing family parking lots, adjacent sidewalks and all associated work to meet the requirements of the ADA at the Nueva Maravilla family housing development in unincorporated East Los Angeles.

On April 30, 2010, the following outreach was initiated to identify a contractor to complete four existing parking lots and sidewalks modernization project and to meet ADA requirements at the Nueva Maravilla family housing development located at 4919 E. Cesar Chavez Avenue, Los Angeles, CA 90022.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Los Angeles Times (Full Run)	Dodge Construction News/Green Sheet
Los Angeles Sentinel	Eastern Group Publications
International Daily News	The Daily News
La Opinion	
WAVE Community Newspapers-Zone Long Beach Area only	

An announcement was also posted on the County Web Site.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 630 contractors, of which 445 identified themselves as businesses owned by minorities or women (private firms which are 60 percent owned by minorities or women, or publicly-owned businesses in which 56 percent of the stock is owned by minorities or women). As a result of the outreach, nine packages were requested and distributed.

C. Pre-Bid Conference and Site Walk

On May 4, 2010, a mandatory pre-bid conference and site walk was conducted. Twelve firms were in attendance.

D. Bid Results

On May 20, 2010, a total of three bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
M.L. Construction.	\$3,551,044.00
Singel Company	\$4,287,667.50
Vincor Construction	\$4,811,487.00

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
M.L. Construction	Non-Minority	Total: 17 8 minorities 1 woman 52% minorities 4% women
Jazowski & Markel Contractors, Inc. (Pervious concrete Sub-contractor)	Non-Minority	Total:158 127 minorities 11 women 80% minorities 7% women
V & M Construction. (Grading Sub-contractor)	Minority	Total: 15 15 minorities 1 woman 100% minorities 6% women
JTP Construction (Concrete Sub-contractor)	Minority	Total: 9 8 minorities 2 women 88% minorities 22% women

F. Minority/Women Participation - Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Simgel Construction.	Non-Minority	Total: 7 2 minorities 2 women 28% minorities 28% women

Vincor Construction Corp.

Minority

Total: 97

87 minorities

13 women

89% minorities

14% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Nueva Maravilla family housing development to replace and modernize four existing family parking lot, adjacent sidewalks and associated work
Location: 4919 E. Cesar Chavez Avenue, Los Angeles, CA 90022
Bid Number: CD-10-063
Bid Date: May 20, 2010
Contractor: M.L. Construction.
Services: Replacement and modernization of four existing parking lots, adjacent sidewalks and associated work

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all addenda to the Contract Documents.

Notice to Proceed and Completion: The work to be performed under this Construction Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within three hundred (300) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Three Million Five Hundred Fifty One Thousand Forty Four Dollars and Zero Cents (\$3,551,044.00)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: **\$710,208**

Nueva Maravilla Parking Lots and ADA Sidewalks Project Pinos-Cedros-Magnolias-Palms Parking Lots



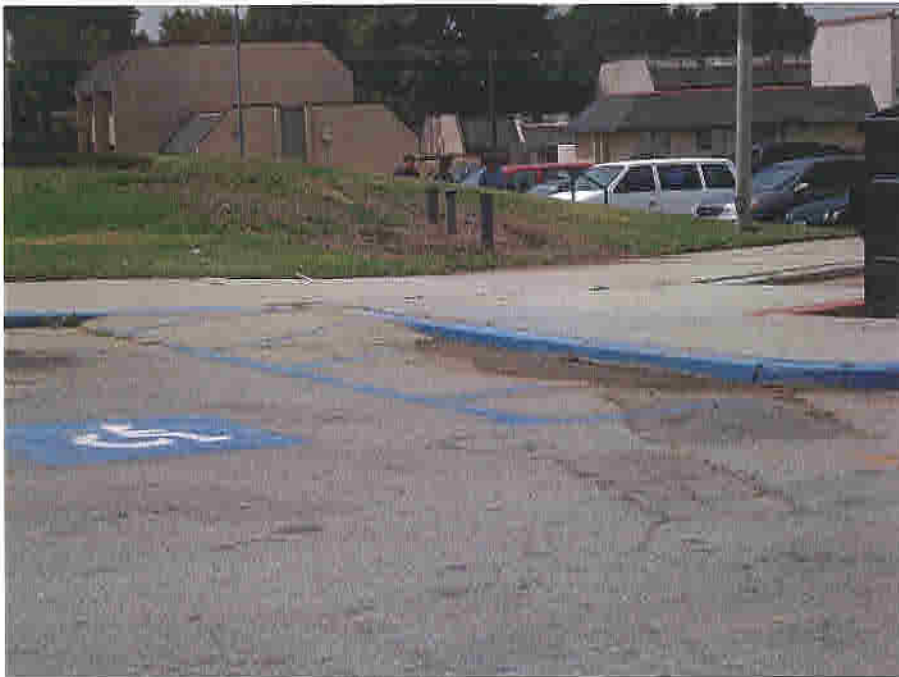
(1) Pinos parking lot - asphalt concrete parking lot to be demolished and pervious concrete pavement to be constructed.



(2) Pinos parking lot - shows asphalt deterioration.

Nueva Maravilla Parking Lots and ADA Sidewalks Project

Pinos-Cedros-Magnolias-Palms Parking Lots



(3) Cedros parking lot - accessible parking does not meet current Code and ADA requirements. Notice floor slopes, area should be flat where car parks.



(4) Cedros parking lot - asphalt concrete parking lot to be demolished and pervious concrete pavement to be constructed.

Nueva Maravilla Parking Lots and ADA Sidewalks Project

Pinos-Cedros-Magnolias-Palms Parking Lots



(5) Magnolias parking lot - asphalt concrete parking lot to be demolished and pervious concrete pavement to be constructed.



(6) Magnolias parking lot - accessible parking does not meet current Code and ADA requirements. Notice floor slopes, area should be flat where car parks.

Nueva Maravilla Parking Lots and ADA Sidewalks Project Pinos-Cedros-Magnolias-Palms Parking Lots



(7) Palms parking lot - service surface roads to be new construction.



(8) Palms parking lot - sidewalks to be widened to 4'-0" per ADA accessibility code throughout the project.



**HOUSING AUTHORITY
of the County of Los Angeles**

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan

Executive Director

June 23, 2010

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONTRACT FOR INSTALLATION OF CHAIN LINK FENCING
AND GATES AT THE UJIMA VILLAGE HOUSING DEVELOPMENT IN
UNINCORPORATED WILLOWBROOK
(DISTRICT 2)**

SUBJECT

This letter recommends approval of a Contract with Lightning Fence Co. Inc. to provide and install chain link fencing and gates on the perimeter of the Ujima Village housing development in unincorporated Willowbrook.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners approve and authorize the Executive Director to execute, and if necessary, terminate a Contract with Lightning Fence Co. Inc. to provide and install a chain link fence on the perimeter of the Ujima Village housing development, using a total of \$103,872 in Community Development Commission (Commission) General Funds.
2. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not exceeding \$10,387 for unforeseen project costs, using the same source of funds.
3. Recommend that the Board of Commissioners authorize the Executive Director to incorporate \$114,259 in Commission General Funds into the Housing Authority's approved Fiscal Year 2010-2011 budget.
4. Recommend that the Board of Commissioners find that approval of the Contract is exempt from the California Environmental Quality Act (CEQA), as described herein, because the activities will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract to provide and install security chain link fencing around the perimeter of the Ujima Village housing development.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the Contract with \$103,872 in Commission General Funds, to be incorporated into the Housing Authority's approved Fiscal Year 2010-2011 budget. A 10% contingency, in the amount of \$10,387, is also being set aside for unforeseen costs, using the same source of funds.

This project will be initially funded with Commission General Funds. However, the Housing Authority will continue to actively seek reimbursement from the U.S. Department of Housing and Urban Development (HUD) under the indemnification clause. All reimbursed funds will be deposited into the Commission's General Fund account.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Ujima Village housing development is a 300-unit housing development located in the unincorporated South Los Angeles County area. Currently, 299 units of the 300 units are vacant and the housing development is scheduled to be demolished. The Housing Authority will install the chain link fence to protect the property from vandals and illegal entry.

The proposed Contract provides for the installation of perimeter fencing at the Ujima Village housing development. The fence will be ten feet tall and approximately 3,332 linear feet. The fence will have nine 20-foot-wide vehicle entry gates and seven pedestrian gates around the perimeter of the subject property.

The proposed services are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Instead, Lightning Fence Co. Inc must comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

ENVIRONMENTAL DOCUMENTATION

This project is excluded from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations Part 58, Section 58.35 (b)(3), because it involves maintenance activities that will not alter existing environmental conditions. It is also exempt from the provisions of CEQA pursuant to State CEQA Guideline 15301 because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On March 30, 2010, the Housing Authority initiated an outreach to identify a vendor to provide and install a chain link fence on the perimeter of the subject property. Invitations for Bids (IFB) were e-mailed to 114 firms identified from the Housing Authority's vendor list. An announcement appeared on the County's WebVen website. Additionally, a copy of the IFB was also posted on the Community Development Commission/Housing Authority website.

On April 13, 2010, six bids were received and formally opened. The lowest bid submitted by Lightning Fence Co. Inc. was determined to be the most responsive and responsible and is being recommended for the Contract award. The Summary of Outreach Activities is provided as Attachment A.

IMPACT ON CURRENT PROGRAMS

The proposed Contract will provide perimeter chain link fencing for the Ujima Village housing development and secure the property from vandals and illegal entry.

Respectfully submitted,



SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

CONTRACT FOR INSTALLATION OF CHAIN LINK FENCING AT THE UJIMA VILLAGE HOUSING DEVELOPMENT

Summary of Outreach Activities

On March 30, 2010, the following outreach was initiated to identify qualified vendors to provide chain link fencing services to the Ujima Village housing development located in the unincorporated area of South Los Angeles County.

A. Invitation for Bids (IFB) Advertising

The announcement was posted on the Community Development Commission/Housing Authority and the County's WebVen websites.

B. Distribution of IFB Packets

The Housing Authority's vendor list was used to e-mail the IFB Notices to 114 firms, of which 70 (61%) identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). Since the Invitation for Bids was all-inclusive, no information packets were requested or distributed.

C. Pre-Bid Conference

A pre-bid meeting and job-walk was held on April 6, 2010.

D. Bidding Results

A total of six bids were received and publicly opened on April 13, 2010. The base bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
Lightning Fence Co. Inc.	\$103,872.00
Harris Stell Fence Co. Inc.	\$113,295.28
Total Fence Solution Inc.	\$119,752.60
Quality Fence Co. Inc.	\$128,400.00
APW Construction Inc.	\$141,195.00
J&J Fence and Construction Inc.	\$249,000.00

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>	
Lightning Fence Company	Minority	Total Employees	4
		# of Minorities	3
		# of Women	1
		% of Minorities	75%
		% of Women	25%

F. Minority/Female Participation – Non-Selected Contractors

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>	
Harris Steel	Non-Minority	Total Employees	17
		# of Minorities	12
		# of Women	1
		% of Minorities	70.59%
		% of Women	5.9%

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>	
Total Fence Solution Inc.	Non-Minority Female	Total:	4
		# of Minorities	2
		# of Women	1
		% of Minorities	50%
		% of Women	25%

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>	
Quality Fence Co. Inc.	Minority	Total Employees	25
		# of Minorities	19
		# of Women	2
		% of Minorities	76%
		% of Women	8%

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>	
APW Construction Inc.	Minority Female	Total Employees	80
		# of Minorities	80
		# of Women	6
		% of Minorities	100%
		% of Women	7.5%

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>	
J&J Fence & Construction Company	Minority	Total Employees	3
		# of Minorities	3
		# of Women	0
		% of Minorities	100%
		% of Women	0%

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: Installation of Chain Link Fencing at the Ujima Village
Housing Development
Location: 941 E. 126th Street, Los Angeles, CA 90059
Bid Number: CDC 10-064
Bid Date: March 30, 2010
Contractor: Lightning Fence Co. Inc.
Services: Installation of chain link fencing

Contract Documents: Attachment A, Statement of Work, Attachment B, Fee Schedule, Attachment C, Required Contract Forms, Attachment D, Required Contract Notices and Attachment E, Federal Labor Standards.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor and shall be completed within forty five (45) calendar days following the required commencement date. The contract shall remain in full force and effect for twelve months.

Liquidated Damages: n/a

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Installation of Chain Link Fencing Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **One Hundred Three Thousand and Eight Hundred Seventy Two Dollars (\$103,872.00).**

The Contract sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Contract.

Contract Contingency: \$10,387



**HOUSING AUTHORITY
of the County of Los Angeles**

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Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

June 23, 2010

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE CONSTRUCTION CONTRACT WITH ABCO CONSTRUCTION
AND PAINTING CORPORATION FOR THE WEST COUNTY
EXTERIOR PAINTING PROJECT
(DISTRICT 3)**

SUBJECT

This letter recommends approval of a Construction Contract (Contract) with ABCO Construction & Painting Corporation for exterior painting and wood replacement as needed at the Westknoll and Palm Apartments located in the City of West Hollywood.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Recommend that the Board of Commissioners find that the approval of a Contract for exterior painting at the Westknoll and Palm Apartments is exempt from the provisions of the California Environmental Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a Contract in the amount of \$206,164 with ABCO Construction & Painting Corporation, to complete exterior painting and other associated work at the Westknoll and Palm Apartments, following approval as to form by County Counsel, using a total of \$206,164 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

3. Recommend that the Board of Commissioners authorize the Executive Director to approve Contract change orders not to exceed \$41,233 for unforeseen project costs, using the same source of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a construction contract to complete exterior painting at the Westknoll and Palm Apartments. The building exteriors need new paint, stucco repair, and replacement of fascia boards.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$206,164 in CFP funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2010-2011 budget.

A 20% contingency, in the amount of \$41,233, is also being set aside for unforeseen costs, using the same source of funds. This contingency is recommended because exterior painting work often involves damage that extends further than initially identified in the scope of work.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The 136-unit Westknoll Apartments was built in 1977 and the 127-unit Palm Apartments in 1978. The scope of work for this Contract includes painting of the building exterior, including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, mail boxes, wood replacement as needed and other associated work.

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, ABCO Construction & Painting Corporation will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

CONTRACTING PROCESS

On April 6, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the work at the subject property. Invitations for Bids were mailed to all 621

Class B licensed contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight local newspapers and on the County WebVen website. Fifty-seven bid packages were requested and downloaded from the CDC's Website.

On May 3, 2010, eleven bids were received and formally opened. The first lowest bidder withdrew its bid due to clerical error. The second lowest bidder was determined to be non-responsive for failure to submit the Schedule of Values in the bid form. The third lowest bidder, ABCO Construction & Painting Corporation, submitted the most responsive and responsible bid. It is therefore being recommended for the Contract award.

The Summary of Outreach Activities is provided as Attachment A.

ENVIRONMENTAL DOCUMENTATION

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a)(3)(ii), this action is excluded from the National Environmental Policy Act because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the CEQA pursuant to State CEQA Guidelines Section 15301 because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The Contract will improve the exterior appearance of the Westknoll and Palm Apartments, bring the housing developments in compliance with HUD's Real Estate Assessment Center physical inspection requirements and continue to provide residents with decent, safe and sanitary living conditions.

Respectfully submitted,


SEAN ROGAN
Executive Director

Enclosures

ATTACHMENT A

Summary of Outreach Activities

West County Exterior Painting Project

On April 6, 2010, the following outreach was initiated to identify a contractor for the West County Exterior Painting Project at the Westknoll and Palm Apartments located at 838 West Knoll Drive and 959 Palm Avenue, West Hollywood in the unincorporated area of Los Angeles County.

A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Community Newspapers

An announcement was also posted on the County website.

B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 621 B-licensed contractors, of which 526 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, fifty-seven bid packages were requested and downloaded from the CDC's Website.

C. Pre-Bid Conference and Site Walk

On April 19, 2010 a mandatory pre-bid conference and site walk was conducted. Thirty-six firms were in attendance.

D. Bid Results

On May 3, 2010, a total of eleven bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
ABCO Construction & Painting Corp.	\$206,164.88
C. T. Georgiou Painting Co.	\$244,200.00
Omega Contraction Co., Inc.	\$353,125.00

Fix Painting Co.	\$331,920.00
Allstate Engineering	\$248,000.00
Dan Contractor	\$107,700.00
ENL Service Co.	\$176,700.00
Everlast Builders, Inc.	\$252,560.00
Prime Painting	\$383,950.00
A.J. Fistes Corporation	\$225,780.00
ZK Construction	\$260,200.00

E. Minority/Female Participation – Selected Contractor and Subcontractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
ABCO Construction & Painting Corp.	Minority	Total: 4 4 Minorities 1 Woman 100% Minorities 0% Women
Rolls Scaffolds (Scaffolding)	Minority	Total: 4 4 Minorities 1 Woman 100% Minorities 0% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
ENL Service Company	Minority	Total: 11 11 Minorities 0 Woman 100% Minority 0% Women
Dan Contractor	Non-Minority	Total: 6 6 Minorities 0 Women 100% Minority 0% Women
Allstate Engineering	Minority	Total: 10 10 Minorities 1 Woman 100% Minorities 10% Woman

A J Fistes Corporation	Non-Minority	Total: 21 17 Minorities 4 Woman 80% Minorities 19% Woman
C T Georgiou Painting Co.	Non-Minority	Total: 12 8 Minorities 2 Woman 83% Minorities 16% Woman
Everlast Builders, Inc.	Non-Minority	Total: 12 0 Minorities 1 Woman 100% Minorities 10% Woman
Fix Painting Company	Non-Minority	Total: 5 1 Minorities 0 Woman 20% Minorities 0% Woman
Omega Contraction Co. Inc.	Non-Minority	Total: 11 7 Minorities 1 Woman 64% Minorities 9% Woman
Prime Painting	Non-Minority	Total: 26 20 Minorities 2 Woman 77% Minorities 8% Woman
ZK Construction	Non-Minority	Total: 5 5 Minorities 1 Woman 100% Minorities 20% Woman

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name: West County Exterior Painting Project
Location: 838 West Knoll Drive and 959 Palm Avenue, West Hollywood, CA 90069
Bid Number: CDC10-079
Bid Date: May 3, 2010
Contractor: ABCO Construction & Painting Corporation
Services: Painting of building exterior surfaces including stucco and plaster surfaces, masonry block walls, brick surfaces, gates, entry doors, storage rooms, window and door trims, trellis, gutters and downspouts, flashings, exposed beams and rafters, light posts, mail boxes, wood replacement as needed and other associated work

Contract Documents: Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all Addenda to the Contract Documents.

Time of Commencement and Completion: The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within ninety (90) calendar days following the required commencement date.

Liquidated Damages: In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

Contract Sum: The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **Two Hundred Six Thousand One Hundred Sixty Four dollars and Eighty Eight Cents (\$206,164)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

Contract Contingency: \$41,233

West County Exterior Painting Project



Palm Apartment: Prepare, prime, and paint all exterior surfaces including but not limited to stucco, plaster, and wood surfaces.



Palm Apartment: Painting will also include existing railing, existing A/C wall units, and existing security bars.

West County Exterior Painting Project



West Knoll Apartment: Prepare, prime, and paint all exterior surfaces including but not limited to stucco, plaster, and wood surfaces.



West Knoll Apartment: Cut, patch, and repair of all loose or blistered exterior surfaces.

West County Exterior Painting Project



West Knoll Apartment: Repair/replace of existing wood balcony railing when necessary.